



SINCE 1886

installation and
operation manual
for Hunter
Ceiling Fans

Welcome

For Your Records and Warranty Assistance

Model Name: _____

Catalog/Model No.: _____

Serial No.: _____

Date Purchased: _____

Where Purchased: _____

For reference also attach your receipt or a copy of your receipt to the manual.

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Your new Hunter® ceiling fan is an addition to your home or office that will provide comfort and performance for many years. This installation and operation manual gives you complete instructions for installing and operating your fan.

We are proud of our work. We appreciate the opportunity to supply you with the best ceiling fan available anywhere in the world.

Before installing your fan, for your records and warranty assistance, record information from the carton and Hunter nameplate label (located on the top of the fan motor housing).

Cautions and Warnings

- Read this entire manual carefully before beginning installation. Save these instructions.
- Use only Hunter replacement parts.
- To reduce the risk of personal injury, attach the fan directly to the support structure of the building according to these instructions, and use only the hardware supplied.
- To avoid possible electrical shock, before installing your fan, disconnect the power by turning off the circuit breakers to the outlet box and associated wall switch location. If you cannot lock the circuit breakers in the off position, securely fasten a prominent warning device, such as a tag, to the service panel.
- All wiring must be in accordance with national and local electrical codes and ANSI/NFPA 70. If you are unfamiliar with wiring, use a qualified electrician.
- To reduce the risk of personal injury, do not bend the blade attachment system when installing, balancing, or cleaning the fan. Never insert foreign objects between rotating fan blades.
- To reduce the risk of fire, electrical shock, or motor damage, do not use a solid-state speed control with this fan. Use only Hunter speed controls.

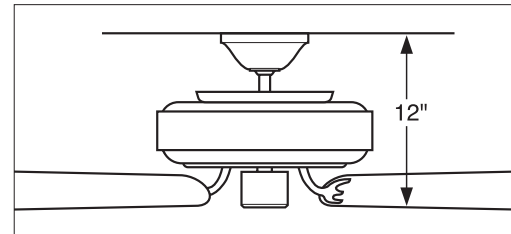
Mounting and Optional Accessories

Understanding Mounting

Hunter's patented mounting system provides you maximum installation flexibility and ease. You can install your Hunter fan in one of two ways, depending on your preference: Standard or Angle mounting. The steps in this manual include instructions for both mounting methods.

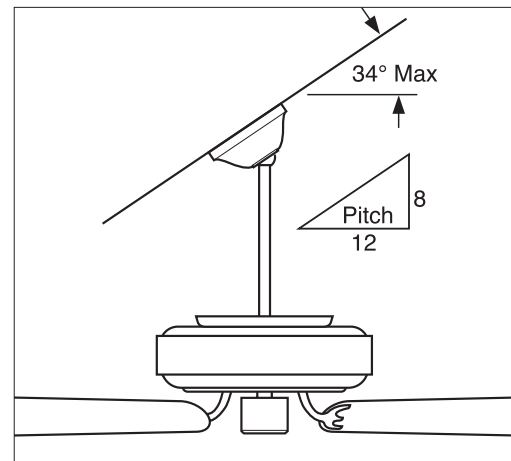
Considering Optional Accessories

Consider using Hunter's optional accessories, including a wall-mounted or remote speed control. To install and use the accessories, follow the instructions included with each product. For quiet and optimum performance of your Hunter fan, use only Hunter speed controls.



Standard Mounting hangs from the ceiling by a downrod (included), recommended for ceilings 8 feet or higher

For ceilings higher than 8 feet, you can purchase Hunter extension downrods. All Hunter fans use sturdy 3/4" diameter pipe to assure stability and wobble-free performance.



Angle Mounting recommended for a vaulted or angled ceiling

1 • Getting Ready

4

Installing Multiple Fans?

If you are installing more than one fan, keep the fan blades in sets, as they were shipped.

To install a ceiling fan, be sure you can do the following:

- Locate the ceiling joist or other suitable support in ceiling.
- Drill holes for and install wood screws.
- Identify and connect electrical wires.
- Lift 40 pounds.

If you need help installing the fan, your Hunter fan dealer can direct you to a licensed installer or electrician.

Gathering the Tools

You will need the following tools for installing the fan:

- Electric drill with 9/64" bit
- Standard screwdriver
- Phillips-head screwdriver
- Wrench or pliers

Checking Your Fan Parts

Carefully unpack your fan to avoid damage to the fan parts. Check for any shipping damage to the motor or fan blades. If one of the fan blades was damaged in shipment, return all the blades for replacement.

If any parts are missing or damaged, contact your Hunter dealer or call Hunter Technical Support Department at 888-830-1326.

Preparing the Fan Site

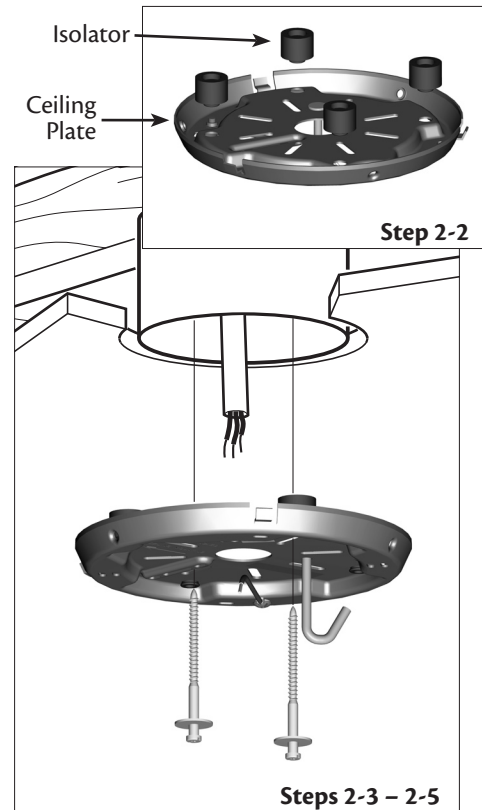
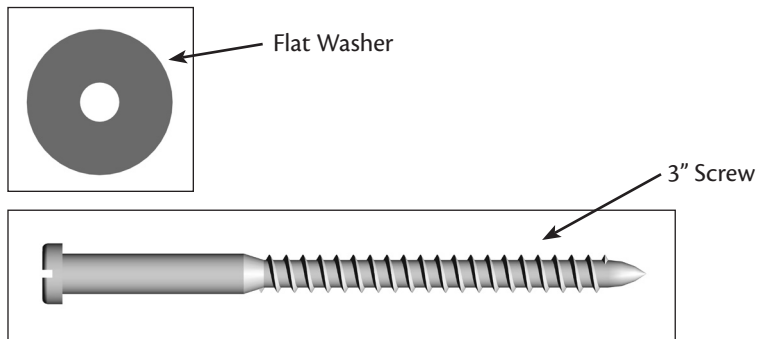
Before you begin installing the fan, follow all the instructions in the pullout sheet called "Preparing the Fan Site." Proper ceiling fan location and attachment to the building structure are essential for safety, reliable operation, maximum efficiency, and energy savings.

2 • Installing the Ceiling Plate

- 2-1. Drill two pilot holes into the wood support structure through the outermost holes in the outlet box. The pilot holes should be $\frac{9}{64}$ " in diameter.
- 2-2. Your fan comes with four neoprene noise isolators ("Isolators"). Position the isolators between the ceiling plate and ceiling by inserting the raised areas on each isolator into the holes in the ceiling plate.
- 2-3. Thread the lead wires from the outlet box down through the hole in the middle of the ceiling plate.
- 2-4. Align the slotted holes in the ceiling plate with the pilot holes you drilled in the wood support structure. For proper alignment use slotted holes directly across from each other.
- 2-5. Place a flat washer on each of the two 3" screws and pass the screws through the slotted holes in the ceiling plate into the pilot holes you drilled.

Note: The isolators should be flush against the ceiling.

Tighten the screws into the $\frac{9}{64}$ " pilot holes; do not use lubricants on the screws. Do not over tighten.

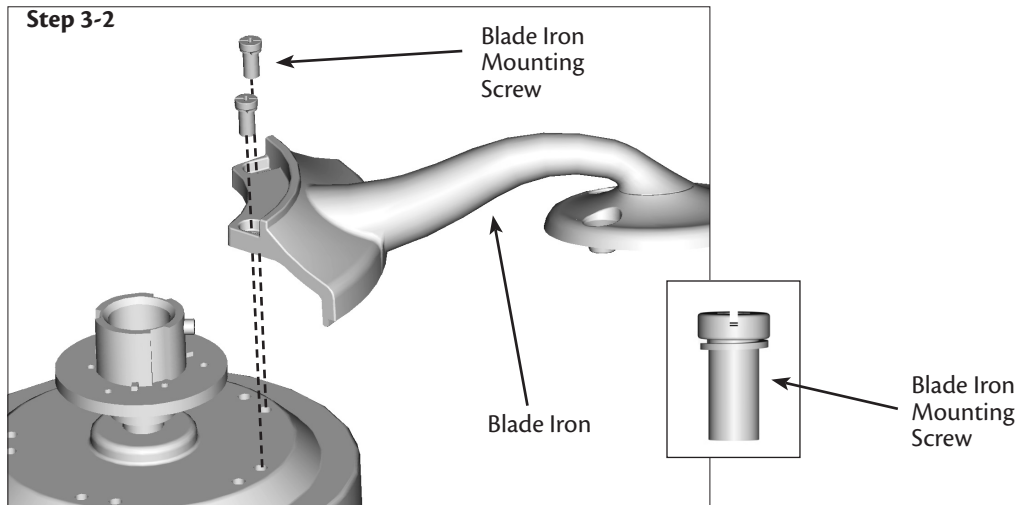


For Angled Ceilings: Be sure to orient the ceiling plate so that the arrows printed on the ceiling plate are pointing towards the ceiling peak.

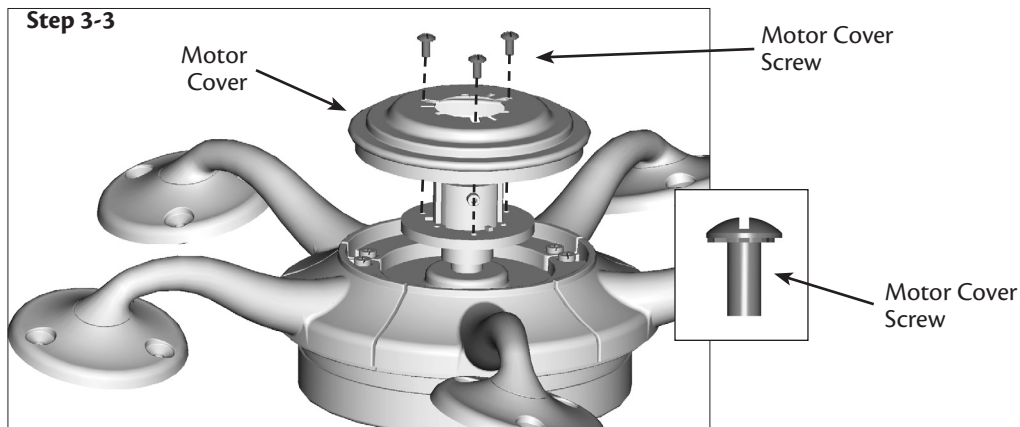
3 • Installing the Blade Irons

- 3-1. Remove the blade mounting screws and rubber shipping bumpers from the motor. **Note:** Some blade mounting screws are installed in the motor to secure shipping blocks.
- 3-2. For each blade iron, insert one blade iron mounting screw through the blade iron, and partially attach to the fan. Insert the second blade iron mounting screw, and then securely tighten both mounting screws.
- 3-3. Place the motor cover into position on the top of the motor. Insert and tighten the three motor cover screws.

Step 3-2



Step 3-3



4 • Assembling and Hanging the Fan

4-1. Insert the downrod through the canopy, canopy trim ring, spindle cover, and spindle. Feed the wires from the fan through the downrod.

4-2. Loosen the allen head set screw on the adapter using the large allen wrench. Screw the pipe and ball into the fan assembly.

Note: When the pipe and ball assembly is fully installed, 2-3 threads on the pipe will still be visible; this is normal.

⚠ CAUTION: The adapter has a special coating on the threads. Do not remove this coating; the coating prevents the downrod from unscrewing. Once assembled, do not remove the downrod.

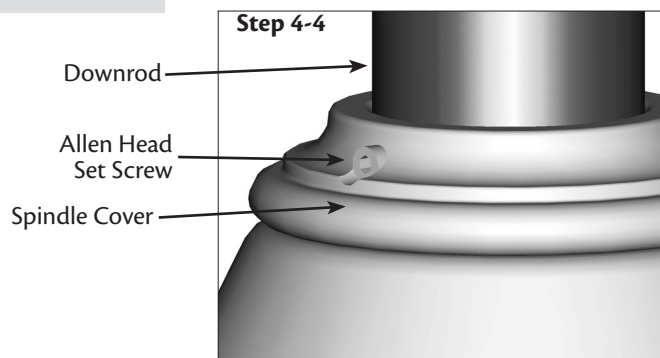
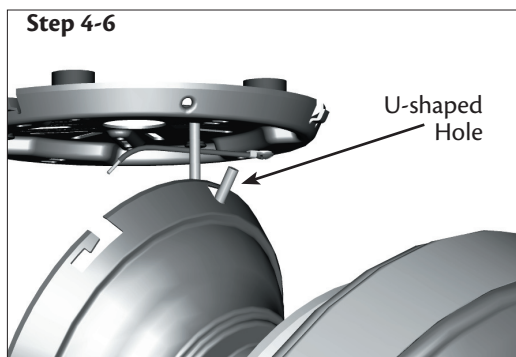
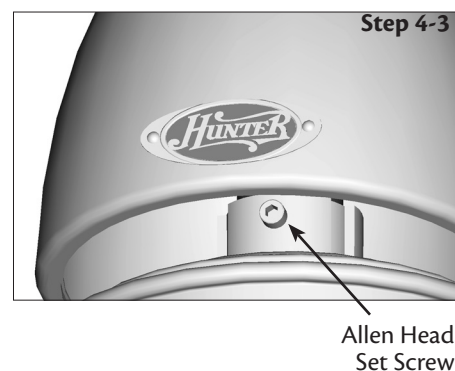
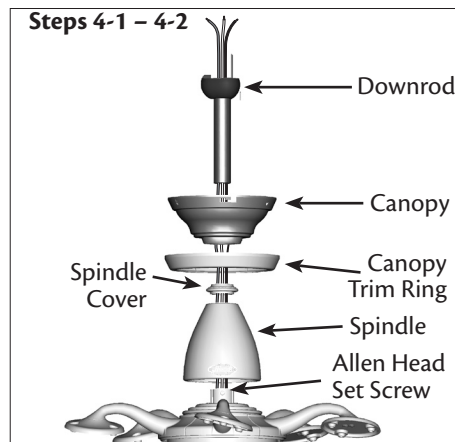
4-3. Find the allen head set screw in the adapter on the fan by raising and angling the spindle. Tighten the allen head set screw using the large allen wrench provided.

4-4. Lower the spindle cover. Find the allen head set screw on the spindle cover. Tighten the allen head set screw using the small allen wrench provided.

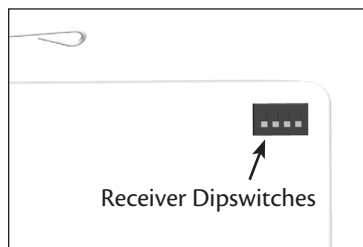
4-5. Cut the lead wires from the fan a maximum length of 3-1/2 inches from the top of the downrod. Using wire strippers on the 18AWG setting, strip 5/16 inch from each lead wire coming from the fan.

4-6. Raise the fan and place the hook on the ceiling plate through the U-shaped hole in the rim of the canopy.

⚠ WARNING: Fan may fall if not assembled as directed in these installation instructions.



5 • Setting the Remote Transmitter and Receiver



Setting Dipswitches

When two or more fans are located near each other, you may desire to have the receiver/transmitter for each fan set to a different code, so that the operation of one fan does not affect the operation of the other fans.

The dipswitches for the receiver are located on the flat surface of the receiver. The dipswitches for the transmitter are in the battery compartment.

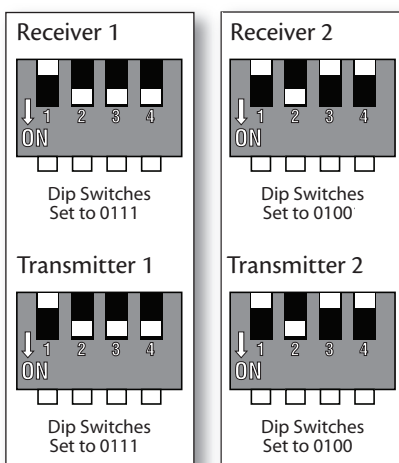
- 5-1. **IMPORTANT!** Before you change the dipswitch settings, make sure the battery is not connected to the transmitter.

Change the position of the dipswitches in the remote transmitter and the receiver. Make sure that the dipswitches match in the remote receiver and transmitter. If they don't match, the transmitter will not function.

- 5-2. Install the included 9-volt battery into the transmitter.

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Example Dipswitch Settings



⚠ CAUTION: The remote control device complies with part 15 of the FCC rules. Changes or modifications not expressly approved by Hunter Fan Company could void your authority to operate this equipment.

Operation is subject to the following two conditions:

1. This device may not cause harmful interference.
2. This device must accept any interference received, including interference that may cause undesired operation.

⚠ WARNING: Use only the Hunter Fan speed control supplied with this fan.

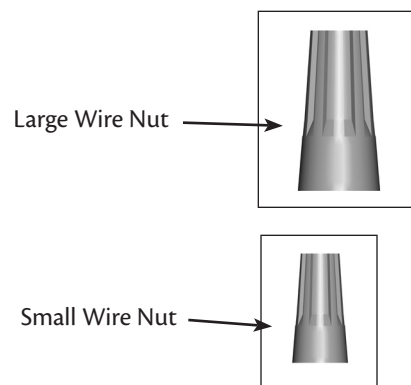
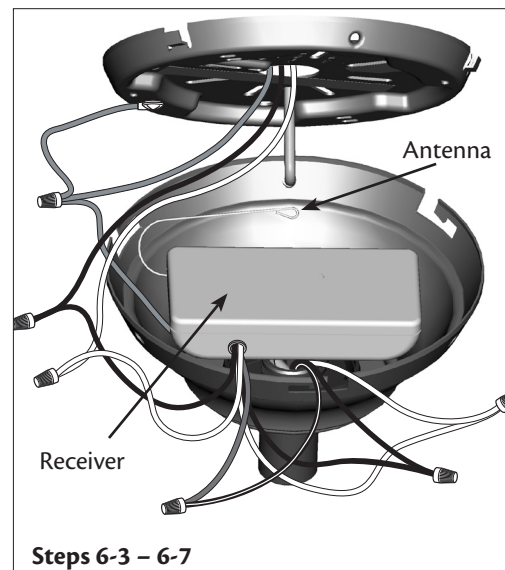
6 • Wiring the Fan

All wiring must be in accordance with national and local electrical codes and ANSI/NFPA 70. If you are unfamiliar with wiring, use a qualified electrician.

- 6-1. Make sure the power is still off.
- 6-2. To connect the wires, hold the bare metal leads together and place a wire nut over them, then twist clockwise until tight. For all these connections use the wire nuts provided.

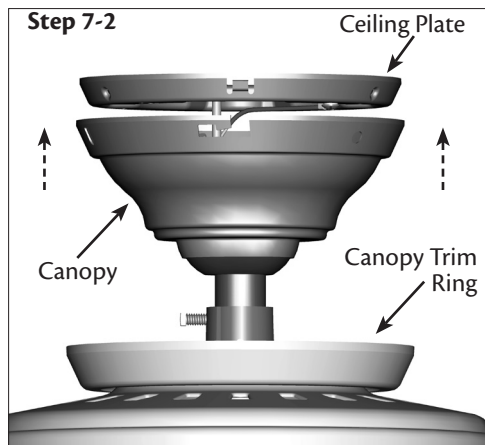
⚠ CAUTION: Be sure no bare wire or wire strands are visible after making connections.

- 6-3. Using a large wire nut, connect the ground wire from the ceiling to the green ground wire from the ceiling plate and the green ground wire from the downrod.
- 6-4. Using the large wire nuts, connect the white wire and the black wire from the ceiling as follows:
 - The white (common) power wire from the ceiling to the white wire from the receiver (marked on red tag “NEUTRAL IN”)
 - The black power wire from the ceiling to the black wire from the receiver (marked on red tag “LIVE IN”)
- 6-5. Using the small wire nuts, connect the wires from the fan as follows:
 - The black/white wire from the fan to the red wire from the receiver (marked on white tag “LIGHT OUT”)
 - The black wire from the fan to the black wire from the receiver (marked on white tag “FAN OUT”)
 - The white wire from the fan to the white wire from the receiver (marked on white tag “COMMON OUT”)
- 6-6. Check each connection to make sure no bare wire or wire strands are visible. Push all wires and wire nuts, except for the white antenna wire from the receiver, back through the ceiling plate into the outlet box.
- 6-7. Position the receiver in the canopy so that the antenna is close to the edge of the ceiling plate for clear reception.



7 • Installing the Canopy and Canopy Trim Ring

Step 7-2



7-1. Holding the canopy, raise the fan off the hook.

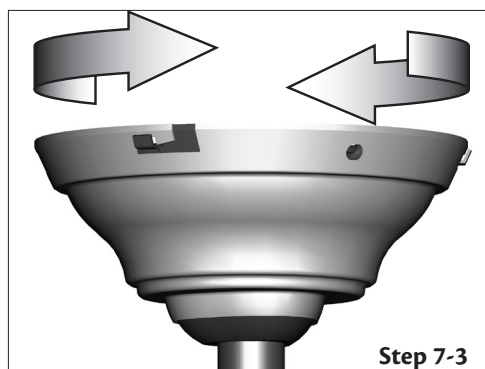
7-2. Align the slots in the canopy with the tabs on the ceiling plate.

7-3. Raise the canopy over the ceiling plate. Rotate the canopy clockwise until the tabs on the ceiling plate totally engage with the slots in the canopy.

⚠ WARNING: When raising the canopy, make sure the antenna from the receiver is not pinched between the canopy and ceiling plate.

7-4. Partially install the three canopy screws into the canopy one at a time. Once all three screws are in, tighten them securely.

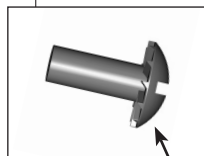
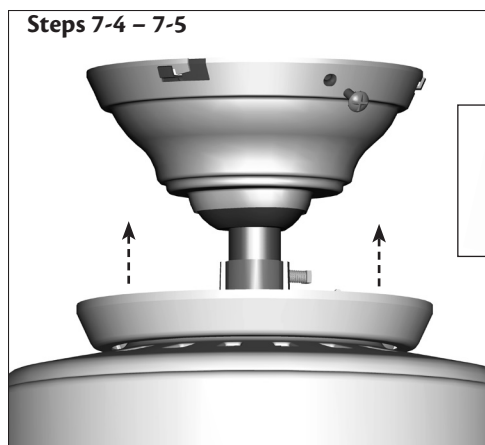
7-5. Using both hands, push the canopy trim ring up to the top of the canopy. The canopy trim ring will snap and lock into place.



Should you need to remove the canopy trim ring, follow these steps:

1. Locate the small bumps on top of the tabs.
2. Press firmly on opposite sides of the ring towards the canopy. The tabs will flex out releasing the trim ring from the canopy.

Steps 7-4 – 7-5



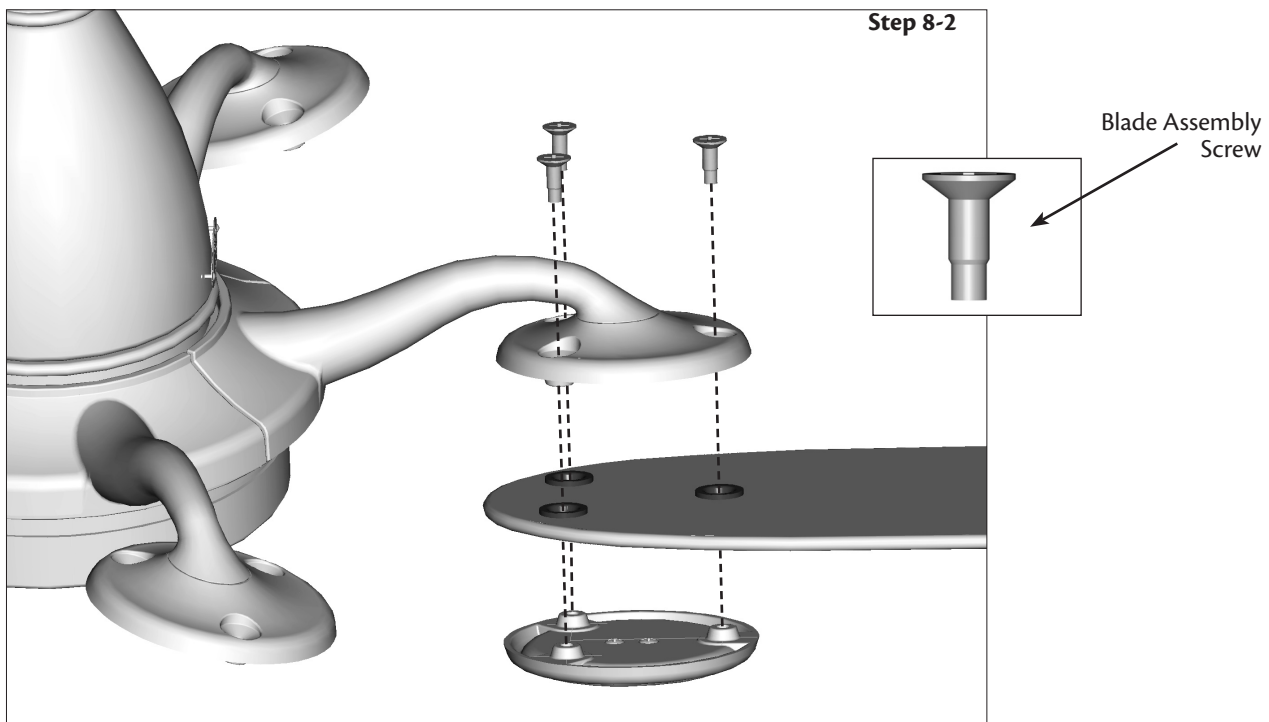
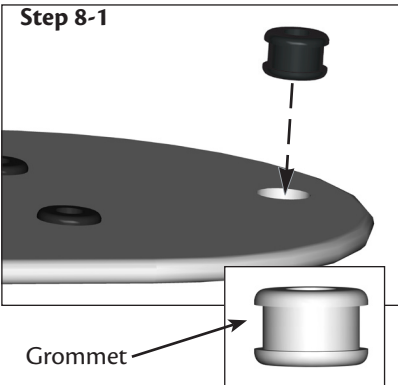
Canopy Screw

8 • Assembling the Blades

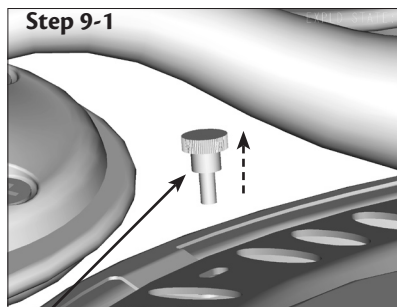
8-1. Insert grommets into the holes in the blades.

8-2. **Note:** If available, use a magnetic tip screwdriver.

Attach each blade to the blade iron and medallion using the three blade assembly screws. Insert the assembly screws into the blade iron, through the blade and into the medallion, with the blade captured between the blade iron and medallion. The blades may appear slightly loose after screws are tightened. This is normal.

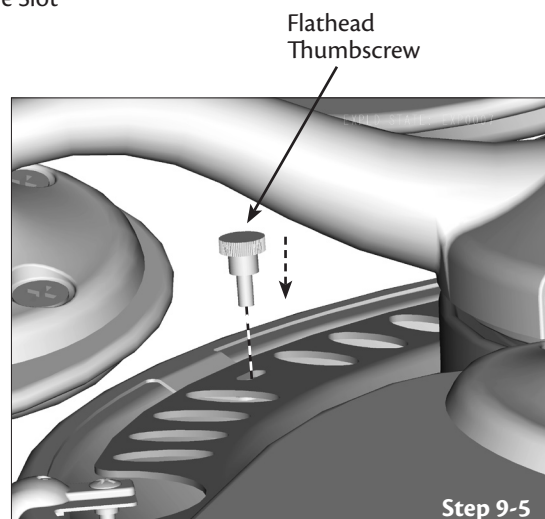
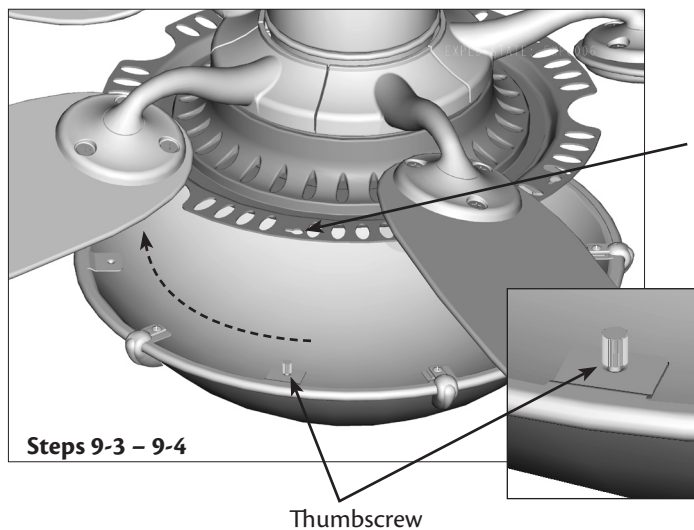


9 • Installing the Glass



Flathead
Thumbscrew

- 9-1. Remove the flathead thumbscrew preassembled in the top edge of the glass bowl. Set it aside for reuse in step 9-5.
- 9-2. Install three candelabra light bulbs (40 Watt maximum each).
- 9-3. To install the glass bowl, loosen the four thumbscrews on the edge of the glass bowl. Raise the glass, inserting the thumbscrews through the keyhole slots in the edge of the light fixture.
- 9-4. Rotate the glass bowl until the thumbscrews are firmly situated in the light fixture. Tighten all four thumbscrews.
- 9-5. Insert the flathead thumbscrew (from Step 9-1) into the round hole on the top of the light fixture. Tighten it to secure the glass bowl.
- 9-6. Restore power to the fan.



10 • Operating the Remote Control and Mounting the Holder

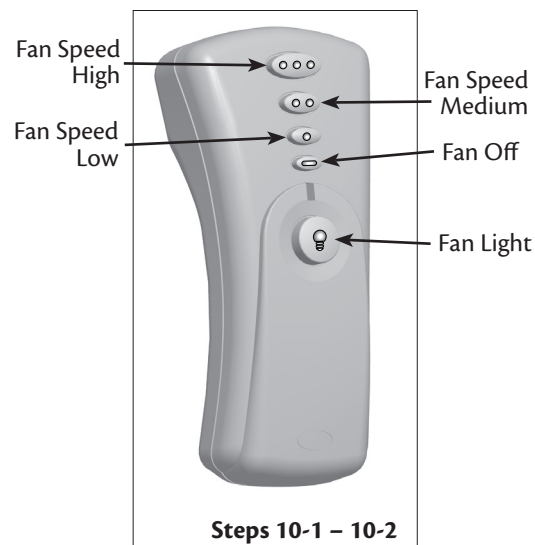
10-1. The remote has individual buttons for setting fan speed and light intensity. Refer to the figure on the right.

Note: For best operation, start the fan by pressing high, then select your desired speed.

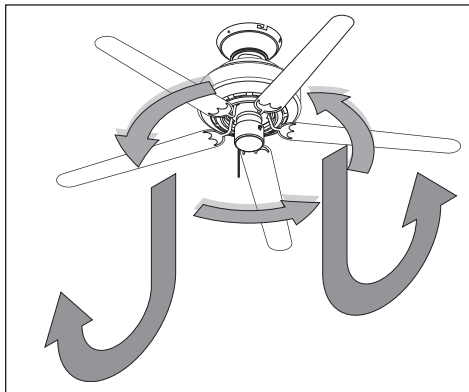
10-2. The light button turns the light on to full brightness. To dim the light, hold the light button until you reach your desired brightness. Push the light button again to turn off the light.

10-3. When necessary, replace the battery with a 9-volt alkaline battery.

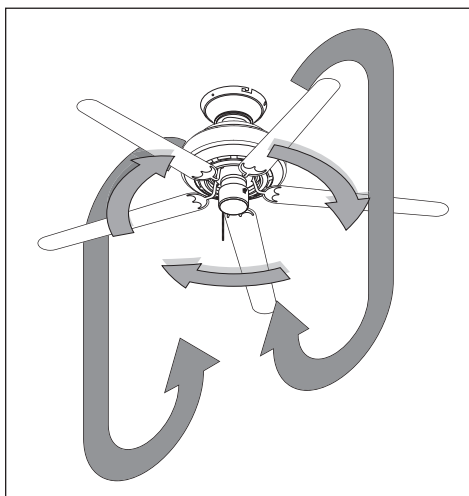
10-4. You can mount the remote holder to any toggle switch plate with the screws already in the switch plate. Or, you can simply mount the remote holder on the wall.



11 • Operating and Cleaning Your Ceiling Fan



In warm weather, use downward air flow pattern



In cold weather, use upward air flow pattern

- 11-1. Ceiling fans work best by blowing air downward (counterclockwise blade rotation) in warm weather to cool the room with a direct breeze. In winter, having the fan draw air upward (clockwise blade rotation) will distribute the warmer air trapped at the ceiling around the room without causing a draft.
- 11-2. For cleaning finishes, use a soft brush or lint-free cloth to prevent scratching. A vacuum cleaner brush nozzle can remove heavier dust. Remove surface smudges or accumulated dirt and dust using a mild detergent and a slightly dampened cloth. You may use an artistic agent, but never abrasive cleaning agents, as they will damage the finish.
- 11-3. Clean wood finish blades with a furniture polishing cloth. Occasionally, apply a light coat of furniture polish for added protection and beauty. Clean painted and high-gloss blades in the same manner as the fan finish.

To Change Airflow Direction

Turn the fan off and let it come to a complete stop. Press the reversing switch on the fan. (You will need to remove the light kit glass to do so.) Restart fan.

Problem: Nothing happens; fan does not move.

1. Turn power on, replace fuse, or reset breaker.
2. Loosen canopy, check all connections according to the wiring the fan section.
3. Push motor reversing switch firmly left or right to ensure that the switch is engaged. (You will need to remove the light kit glass to do so.)
4. Remove the shipping bumpers.
5. Check the battery in the remote. If the LED light does not illuminate when a button is pressed, replace the battery with a new 9-volt alkaline battery.
6. Make sure dipswitch settings in remote and receiver are identical.

Problem: Noisy operation.

1. Tighten the blade bracket screws until snug.
2. Tighten the blade screws until snug.
3. Check to see if the blade is cracked. If so, replace all the blades.
4. Tighten all five thumbscrews in the light kit to secure the glass.

Problem: Excessive wobbling.

1. If your fan wobbles when operating, use the enclosed balancing kit and instructions to balance the fan.
2. Tighten all blade and/or blade iron screws.
3. Turn power off, support fan very carefully, and check that the hanger ball is properly seated.

If you need parts or service assistance, please call 888-830-1326 or visit us at our Web site at <http://www.hunterfan.com>.

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